



**Tennessee Department of Environment and Conservation
Cultural Resource Management Internship
Sergeant Alvin C. York State Historic Park
Pall Mall, Tennessee**

About the Tennessee Department of Environment and Conservation (TDEC)

The department is responsible for:

- Safeguarding the health and safety of Tennessee citizens from environmental hazards;
- Protecting and improving the quality of Tennessee's land, air, and water, and
- Managing the system of 56 Tennessee State Parks and 85 Natural Areas

TDEC has approximately 2,900 employees working across Tennessee supported by a total budget of more than \$300 million with funding from dedicated fees and state parks revenue, federal sources, and the state general fund. The department is the chief environmental and natural resource regulatory agency in Tennessee with delegated responsibility from the U.S. EPA to regulate sources of air pollution, radiological health issues, solid and hazardous waste, underground storage tanks, water pollution, water supply, and groundwater pollution. TDEC has eight (8) regional offices across the state serving as the primary point of contact for their respective regions.

Summary of Internship Responsibilities

The Cultural Resource Management Intern is an integral part of the management and interpretive team at Sergeant Alvin C. York State Historic Park. Interns will be exposed to basic historic interpretation and preservation, artifact and document cataloging, and general site management principles.

The internship requires working on-site with park staff throughout the duration of the semester, 7.5 hours per day, and two days per week including working at least two weekend park events. All students accepted will be required to sign and follow the Tennessee State Park's Volunteer form and guidelines, as well as follow the professionalism guidelines provided by park management at Alvin C. York State Historic Park. In order to obtain a completed certification of internship completion, students must follow and complete all of the above parameters. Please see below regarding housing and stipend opportunities.

Duties and Essential Functions

- Specific tasks may include assisting with guided tours, hikes, workshops, slide shows, children's programs, campfires and other activities
- Provide administrative and logistical support to staff; maintain and report attendance records, gather and load gear for events, and set-up at program sites
- Learn to follow proper safety practices and utilize these safety practices when working with guests of the park.

Competencies

- Strong communication and customer service skills conducive to work with park guests including children of all ages.
- Self-starter and able to complete tasks with minimal supervision
- Sound knowledge or willingness to learn about the natural and cultural history of Tennessee and the Sergeant Alvin C. York State Historic Park
- Good physical condition: ability to do substantial hiking, climbing and carrying weights up to 25 pounds
- Ability to perform responsibly under emergency situations
- Competent using Microsoft Word, Excel, and PowerPoint

Education and Additional Qualifications

The candidate must be enrolled in college, working towards a degree in History, Anthropology, Outdoor Recreation, or other related field. Desirable but not required certifications: CPR, Advanced First Aid, or First Responder. Candidates selected must pass a criminal background check.

Stipend and Housing: The internship program may provide housing onsite and candidates may apply for a small stipend provided by the Sergeant York Patriotic Foundation to offset living expenses. Funding is limited. Candidates are encouraged to inquire about these options as soon as possible.

All interested candidates should submit an electronic resume and cover letter by September 15, 2017 to Joshua.waggener@tn.gov. TDEC is an AA/EEO/ADA equal opportunity employer.

Josh Waggener, Park Manager
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